

Date: July 18, 2014

Dear Prospective Offerors,

**SUBJECT: Solicitation Number STO40014R0011 – Request for Quotations for Air-conditioners**

The American Embassy Lome, Togo invites you to submit a quotation for:

- Five (5) A/C Split, indoor and outdoor units 24000 BTU Carrier, Refrigerant R410A 220 Volts
- Nine (9) A/C Split, indoor and outdoor units 18000 BTU Carrier, Refrigerant R410A 220 Volts

The Embassy plans to award a purchase order to the responsible Bidder submitting an acceptable offer at the lowest price. You are encouraged to make your quotation competitive.

Submit your quotation by email at [LomeProcurement@state.gov](mailto:LomeProcurement@state.gov) on or before 16:00 June 27, 2014. Oral quotation will not be accepted.

Sincerely,

Sharon M. Haji Mkanga  
Contracting Officer